



CSAC TRAINING ACADEMY

Beginning & Advanced Cal Grant Workshops

Do you have a new staff person or a person who needs comprehensive Cal Grant training? Is your current Cal Grant “guru” retiring or transferring to other duties? Or, have you been administrating the Cal Grant Program on your campus and would really like a chance to ask those particularly hard Cal Grant questions?

The CSAC Training Academy of the California Student Aid Commission holds the key to your success! Join us at either the two-day Beginning Cal Grant Workshop or the one-day Advanced Cal Grant Workshop.

TO REGISTER:

BY WEB: <http://www.csac.ca.gov/doc.asp?id=864>

BY PHONE: (888) 294-0153

From CSAC main site: Schools > Colleges > Training > CSAC Training Academy > Beginning and Advanced Cal Grant Workshops

Your confirmation will be sent to you via e-mail.

Beginning Workshop Agenda - This workshop is intended for persons with **fewer than three years** of Cal Grant Program experience. Both days will begin at 8:30 a.m. and conclude no later than 4:00 p.m. Participants are encouraged to arrive 30 minutes early to find parking, check in, and receive training packets.

Day One:

8:00 am	Registration
8:30 am	Welcome and Introductions
8:50 am	Cal Grant Institutional Requirements
9:50 am	Program Description and Eligibility
10:20 am	Break
10:35 am	Cal Grant Application Process
Noon	Lunch On Your Own
1:00 pm	Cal Grant Selection Process
2:30 pm	Break
2:45 pm	Cal Grant Renewal and Program Administration
4:00 pm	Break for the Day.

Day Two:

8:30 am	Second day opening and review of previous day
9:00 am	Cal Grant Payment Process
10:15 am	Cash Management, Reconciliation and Compliance
Noon	Lunch
1:00 pm	Payment Practice and Calculations
2:00 pm	Hands on WebGrants Practice
4:00 pm	Conclusion

Day Three: Advanced Workshop Agenda - This workshop is intended for persons with **three years or more** of Cal Grant Program experience. The workshop will begin at 8:30 a.m. and will conclude at 4:00 pm. Participants are encouraged to arrive 30 minutes early to find parking, check in, and receive training packets.

8:00 am	Registration		
8:30 am	Welcome and Introductions	Noon	Lunch On Your Own
8:50 am	WebGrants User Administration	1:00 pm	Cash Management and Compliance Reviews
9:15 am	Cal Grant Program Reconciliation	2:30 pm	Break
10:20 am	Break	2:45 pm	Program, IT and WebGrants Updates
10:35 am	Institutional and Program Eligibility	4:00 pm	Conclusion

2007 Schedule of Training Events

Date:	Type:	Location:
May 9 – 10	Beginning Training	Concorde Career College North Hollywood
May 11	Advanced Training	Concorde Career College North Hollywood
May 15 – 16	Beginning Training	Fresno Pacific University Fresno
May 17	Advanced Training	Fresno Pacific University Fresno
June 5 – 6	Beginning Training	Concorde Career College San Bernardino
June 7	Advanced Training	Concorde Career College San Bernardino
June 12 – 13	Beginning Training	Shasta College Redding
June 14	Advanced Training	Shasta College Redding
June 27 – 28	Beginning Training	Concorde Career College Garden Grove
June 29	Advanced Training	Concorde Career College Garden Grove
July 10 – 11	Beginning Training	National Hispanic University San Jose
July 12	Advanced Training	National Hispanic University San Jose
July 24 – 25	Beginning Training	Point Loma Nazarene University San Diego
July 26	Advanced Training	Point Loma Nazarene University San Diego
July 31 - Aug 1	Beginning Training	MTI College Sacramento
August 2	Advanced Training	MTI College Sacramento